

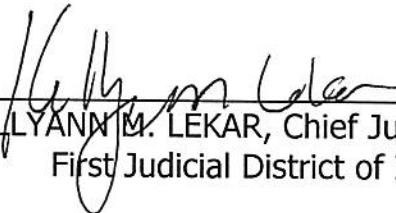
**IN THE FIRST JUDICIAL DISTRICT OF IOWA**

IN RE: ADMINISTRATIVE ORDER  
CONCERNING THE FILING OF MOTIONS  
TO WITHDRAW

**ADMINISTRATIVE ORDER**

This Order will serve to clarify the procedure for the filing of motions to withdraw in the First Judicial District of the State of Iowa. For all types of cases, a motion to withdraw filed after disposition will not require court approval to be acted upon by the clerk. The clerk will de-index an attorney from a case upon the filing of a withdrawal by the attorney if the withdrawal is filed after the entry of an order that disposes of a pending proceeding. For any motion to withdraw filed prior to the entry of an order disposing of a case, said motion must be approved by a judicial officer before the clerk will de-index the attorney from the case and before the attorney will be considered withdrawn from the case.

It is so ordered this 13<sup>th</sup> day of August, 2014.

  
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KELLYANN M. LEKAR, Chief Judge of the  
First Judicial District of Iowa